



By unanimous agreement, the Somerset County Board of Education met in a closed session at the J.M. Tawes Technology & Career Center, Tuesday, September 16, 2008 at 6:00 p.m. to discuss personnel and legal matters as permitted by the Maryland Open Meetings Act, S10-508(a)(9) of the State Government Article. Present were Chairman Scott, Vice Chairman Miles, Mr. Willing, Mr. Pruitt, Superintendent Dr. Karen-Lee Brofee, and Melissa Tilghman, recording secretary. Mr. Paul was excused from the meeting. Student Board member.

The regular Board meeting began at 7:00 p.m. Present were Chairman Scott, Vice Chairman Miles, Mr. Willing, Mr. Pruitt, Superintendent Karen-Lee Brofee, and Melissa Tilghman, recording secretary. Student Board members Joshua Lundgren and Michelle Malinger were also present at the meeting.

REGULAR SESSION AGENDA

1. Call to Order

The meeting was called to order by Chairman Scott at 7:00 p.m.

2. Roll Call

The roll was called by Melissa Tilghman indicating that four Board members and the Superintendent were present. Mr. Paul was excused from this meeting. Student Board members were also present.

3. Declaration of Quorum

Chairman Scott declared a quorum to be present.

4. Pledge of Allegiance

Chairman Scott led the Board in the Pledge of Allegiance.

5. Approval of Minutes

A motion was called for by Chairman Scott, moved by Mr. Willing and seconded by Vice Chairman Miles to approve the August 19, 2008 Board meeting minutes. The motion was carried unanimously.

6. Adoption of Agenda

A motion was called for by Chairman Scott, moved by Mr. Willing, seconded by Mr. Pruitt and passed to adopt the amended agenda with the addition of item 13-B under old business and 14-A3 under new business. The vote was unanimous.

7. Student Board Members' Report

Mr. Elebash introduced the two new Student Board Members. Crisfield Academy & High School representative, Joshua Lundgren, provided a very informative and detailed report on the happenings

at the schools in the Southern end of the county. Washington Academy and High School representative, Michelle Lundgren, provided information to the Board on the happenings at the Northern end schools. Chairman Scott thanked and welcomed each student.

8. Public Participation

There was no public participation.

9. Space Camp

April Todd, the 2008 Teacher of the Year made a presentation on her trip to the Alabama Space Camp. Mrs. Todd involved the Board members and the audience in an experiment where everyone was given a Jelly Bean. Everyone was asked to pinch their nose and chew on the Jelly Bean and describe what happened. Dr. Brofee volunteered that without a sense of smell she could not taste the Jelly Bean. Mrs. Todd stated that this experiment of taste is how the astronauts' sense of taste is in space.

Mrs. Todd announced that the Space Camp has offered to pay the tuition for one student from Somerset County Public Schools to attend the camp. It is Mrs. Todd's goal to send at least two students and an adult to the Space Camp. Fundraisers are being held and donations are being sought. A committee will be selected to review submitted applications. Special needs' students will also be considered.

Mr. Pruitt commended April on a job well done this year as Somerset's and Maryland's representatives.

10. Summer Programs

Mrs. Forbush presented a report on the programs that were held this summer. Teachers received paid training courses through Chesapeake College this summer to prepare the programs.

The Adventurer program was held at Greenwood Elementary School and is similar to the Voyager Program. Students who showed an extra need throughout the school year were selected to attend the Adventurer and the Voyager program. The Migrant program was also offered and yielded great outcomes. Several assistants were used to work with the various groups of students attending GES. As an extra benefit, all school aged students were given the opportunity to have breakfast and lunch at the schools.

Chairman Scott thanked Mrs. Forbush for her report

11. Greenwood Elementary School Report

Mrs. O'Neal's presentation began showing the GES students around the United States flag. The students were singing the National Anthem. A Pep Rally was held that introduced PBIS to the students. Mrs. O'Neal also reported that all student subgroups made AYP and showed a significant increase in test scores. Professional Development continues and the GES faculty is looking forward to a great year. Chairman Scott thanked Mrs. O'Neal for her report.

12. Financial Statements

Mrs. Miller introduced auditor Ron Hickman who was speaking on behalf of Faw Casson. The Finance Department was thanked for all their help and commended for a job well done in preparation and assistance with the audit. Food Service has taken a net loss of \$14,239 which is significantly lower than last year.

Mr. Hickman did make recommendations for the following; 1) check reviewing should be done by an independent person; 2) bank deposits should be made promptly; 3) consideration in creating an internal auditor's position; and 4) the completion of a finance manual.

Mrs. Miller ended the financial statement report by informing the Board that the Legislative Auditors will begin their audit on December 12, 2008. The audit will continue four to six months.

OLD BUSINESS

13. A. Policies

Minority Business Enterprise Participation Policy #400-19

The Minority Business Enterprise Participation Policy #400-19 was tabled until the November Board meeting to allow time to make state revisions to the policy.

Washington High School's Pre Construction Management Firm Approval

It was moved by Vice Chairman Miles and seconded by Mr. Pruitt to approve Mr. Daugherty's request to award Whiting-Turner the bid for Washington High School's Pre Construction Management Firm. The vote was unanimous.

B. Food & Nutrition Bid Approval

Mr. Daugherty requested that the Board approve the confirmation decision of the Eastern Shore Consortium's Nutrition, Food and Bread Bid. It was moved by Mr. Willing, seconded by Mr. Pruitt and passed to approve Mr. Daugherty's request. The vote was unanimous.

14. NEW BUSINESS

A. Policies

Dr. Brofee introduced the new procedure for introducing new and revised policies. There will be a process, which includes gathering input from the Board and staff. A rubric will be developed.

100 Series Policies Input

Dr. Brofee presented a list of the 100 series policies for the Boards' review. Mr. Willing suggested that a closer look at Policy #100-11, Personnel Hearings, be reviewed. Revisions to policies will be addressed at the October Board meeting.

NABSE Minority Survey

It was moved by Mr. Willing, seconded by Vice Chairman Miles, and passed to approve Mr. Webster's requests to distribute the NABSE Minority Survey to all 9th Grade students interested in

becoming educators. The vote was unanimous.

B. 2008 Master Plan Update Preliminary Draft Summary

Dr. Brofee explained the purpose of the Master Plan Update. The Elementary Core programs have been revised. 100% of GES Teachers have passed the Tech I Assessment. The conclusion of the Master Plan Presentation was that schools will become stronger and students will develop higher performance skills.

Reports show that Thorton funds were well used and spent. The Board members have a preliminary draft update. It was moved by Mr. Willing, seconded by Mr. Pruitt, and passed to approve the submission of the 2008 Master Plan Update. The vote was unanimous.

C. Technology Initiatives

Mrs. Smoker presented an overview of the Technology Initiatives. Somerset County was awarded a surplus grant to expand technology learning to the 5th grade students. Funds for the expansion of the technology plan were used to create advanced technology education and used to continue the use of Promethean Boards, LCD's, Laptops, and the audio system. A laptop program for all 7th graders is also being developed. Somerset County Public Schools is also expanding and providing high tech 8th grade technology programs. The classrooms for the 8th grade will be the same as the Intermediate School.

Vice Chairman Miles provided feedback from the recent MABE conference he attended. He mentioned that a lot of school systems are using the Wii gaming system in schools as adaptive physical education.

D. Facilities

Approval for Permission to Train

A motion was called for by Chairman Scott, moved by Mr. Willing, seconded by Vice Chairman Miles and passed to approve Mr. Daugherty's request to train Rick Evans, Jerry Miles, Benita Tilghman, Marsha Johnson, and John Townsend as new school bus drivers. The vote was unanimous.

Capital Improvement Plan

Upon recommendation of the Superintendent, it was moved by Mr. Willing, seconded by Mr. Pruitt, and passed to approve Mr. Daugherty's Capital Improvement Plan. The vote was unanimous.

Energy Conservation Report

Mr. Daugherty introduced Mr. Todd and explained his position in overseeing energy use. A chart was distributed to all Board members detailing the kilowatts saved since the implementation of energy conservation. Electric watts and energy use has gone down in all buildings. The Energy Education group will be visiting the Board to explain Mr. Todd's role in helping the county save.

Mr. Todd also reported that Deal Island's energy report for June and July did not show significant savings. This was due to a mechanical failure with the thermostats which kept them running constantly. This problem has been corrected.

E. Human Resources Report

Upon recommendation of the Superintendent, it was moved by Mr. Willing, seconded Mr. Pruitt and passed to approve the following personnel actions; new hires: Cristina Rubio, Thomas Keida, and Cathy Cox; resignations: Charlene Phillips and Nicole Vann. The vote was unanimous. The transfer of employees was tabled until the next Board meeting.

Mr. Lawson also reported that 10 teachers are listed as not HQ but are working on acquiring that status. We have improved our retention rate in keeping HQ teachers.

Out of State Travel

Out of State travel was reviewed by the Board with no comment.

15. Superintendent & Board Member comments

The Superintendent thanked and welcomed the new student board members. She also thanked Mrs. Smoker for all her help in getting the Master Plan Update completed and thanked the principals for having schools ready and safe for students to begin the school year.

- 16. September 2008** – It was moved by Mr. Pruitt, seconded by Mr. Willing, and passed to approve September 16, 2008 as the next open regular session. The closed session will begin at 6:00 p.m. and the open regular session will begin at 7:00 p.m. at the J.M. Tawes Technology & Career Center. The vote was unanimous.

17. Adjournment

The Board meeting was adjourned at 9:10 p.m.

Karen-Lee N. Brofee, Superintendent

Recorded and Prepared by: Melissa Tilghman/Secretary